AGAR ADVISORY

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF PROCUREMENT AND PROPERTY MANAGEMENT
AGAR ADVISORY NO. 38

Establishment of Qualification Requirements

INTRODUCTION: This Agriculture Acquisition Regulation (AGAR) Advisory has been prepared to designate the approving official to establish qualification requirements under Federal Acquisition Regulation (FAR) Subpart 9.2.

SUMMARY: The Department of Agriculture issues a variety of qualification requirements to serve its acquisition needs. These qualification requirements are not currently managed or documented in a consistent, systematic manner within USDA. This designation establishes a common point of accountability for these requirements.

SPECIFIC ISSUES:

Documentation and approval of qualification requirements: For each contracting activity, the information in FAR 9.2 is to be prepared and submitted to the Head of Contracting Activity Designee for approval to establish or to change a qualification requirement.

Maintenance of information: For each contracting activity, the Head of Contracting Activity Designee will maintain information on the qualification requirements established by USDA.

Administration of qualification requirement by requiring activity: The requiring activity will administer the qualification requirement including arranging publicity for the requirements.

Redelegation: The Head of Contracting Activity Designee may not redelegate the authority to establish qualification requirements under Federal Acquisition Regulation (FAR) Subpart 9.2.

If you have questions about this advisory, please contact J. R. Holcombe Jr. by telephone at (202) 720-8484, by fax at (202) 720-8972, or by email to Richard.Holcombe@USDA.gov.

This advisory is available on the USDA procurement homepage at
http://www.usda.gov/procurement/policy/advisories.html.

EXPIRATION DATE: This advisory will expire upon codification in the Agriculture Acquisition Regulations.

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